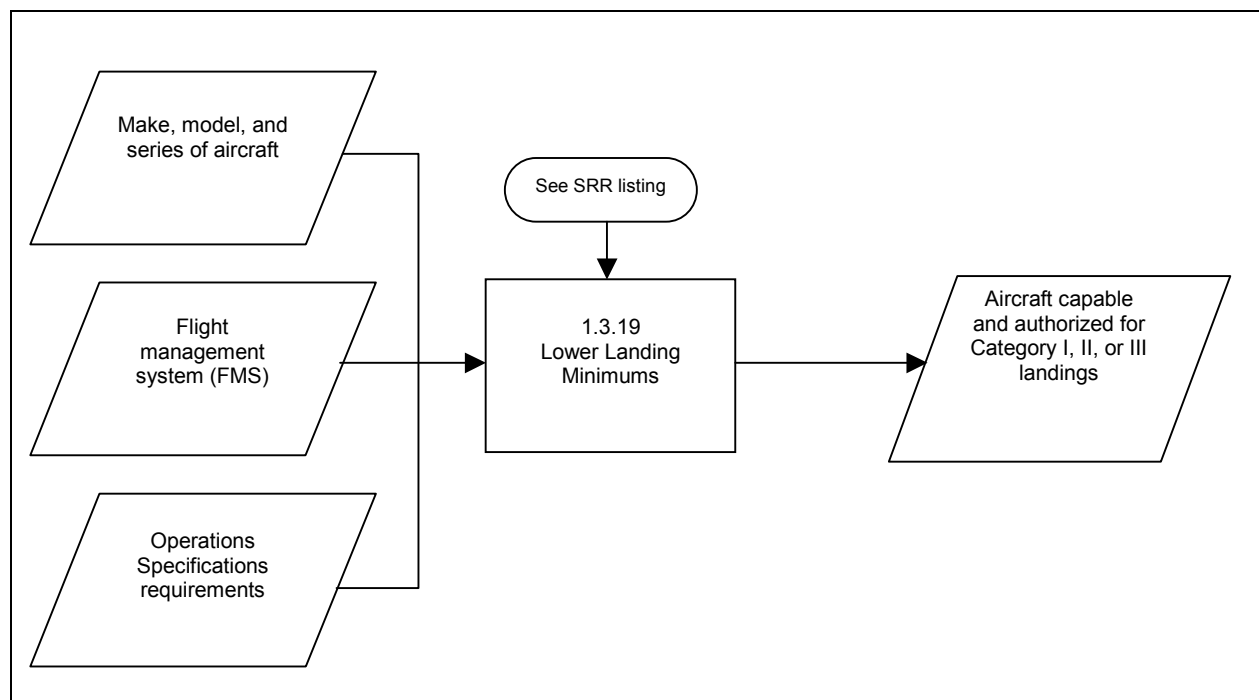


Safety Attribute Inspection (SAI) Job Aid



ELEMENT SUMMARY INFORMATION

Element: 1.3.19 Lower Landing Minimums

Purpose of this Element (Air Carrier's responsibility): To provide standards for personnel, equipment, and maintenance of aircraft authorized for the Lower Landing Minimums (LLM) program.

Objective (FAA responsibility): To determine if the Air Carrier follows its policies, procedures and controls for the Lower Landing Minimums program.

Inputs:

- Make, Model, and Series of Aircraft
- Flight Management System (FMS)
- Operations Specifications Requirements

Outputs:

- Aircraft capable and authorized for Category I, II, or III landings

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Performance Measures:

- The Air Carrier complies with the provisions of Operations Specifications.
- The Air Carrier's LLM Maintenance Document meets or exceeds the standards contained in AC 120-28C and AC 120-29.
- The Air Carrier has maintenance accomplished in accordance with the standards of the LLM Maintenance Document.
- The Air Carrier makes the LLM Maintenance Document available for use by the person(s) performing the LLM maintenance.
- The Air Carrier immediately notifies the CHDO of any system failures or abnormalities as specified in AC 120-28C, Paragraph 14.

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SRR:

- 91.189 (g) Instrument Flight Rules, Category II and III
- 91.191 Category II Manual
- 91.205 Equipment, Instrument, and Certification Requirements
- 121.375 Maintenance and Preventive Maintenance Training Program

Other CFRs and/or FAA Guidance:

- FAA Order 8300.10, Vol. 2, Chapt 3 “Evaluate Category I/II/III/IIIA Landing Minimum Maintenance/Inspection Programs”
- FAA Order 8300.10, Vol. 2, Chapt 238 “Evaluate Airborne Microwave Landing Systems”
- Refer to appropriate Advisory Circulars

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SRR SPECIFIC INFORMATION

SRR	Intent	
91.189(g)	The Air Carrier is prohibited from operating Cat II and Cat III unless they have Operations Specifications authorizing them and that they operate in accordance with those specifications.	<i>Certification: Avionics</i> <i>Surveillance: Avionics</i>
91.191	TBD	<i>Certification: Avionics</i> <i>Surveillance: Avionics</i>
91.205	TBD	<i>Certification: Avionics</i> <i>Surveillance: Avionics</i>
121.375	To provide a requirement for the Air Carrier or its maintenance providers to develop training program for maintenance and inspection personnel.	<i>Certification: Avionics</i> <i>Surveillance: Avionics</i>

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1.3.19 Lower Landing Minimums

SECTION 1 - RESPONSIBILITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person who is accountable for the quality of the LLM process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who is responsible for the quality of the Lower Landing Minimums process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Lower Landing Minimums process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Is there a clearly identifiable person who is answerable for the quality of the Lower Landing Minimums process?	<input type="checkbox"/> YES If yes, provide the name: <input type="checkbox"/> NO If no, explain:
2. Does the person understand the procedures associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Is the responsibility of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has responsibility for the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
10. Does the person know who has authority to establish and modify the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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1.3.19 Lower Landing Minimums

SECTION 2 – AUTHORITY ATTRIBUTE

Objective: To determine if there is a clearly identifiable, qualified, and knowledgeable person with the authority to establish and modify the LLM process.

To meet this objective, the inspector will accomplish the following tasks:

1. Identify the person who has the authority to establish or modify the Lower Landing Minimums process.
2. Review the description in the Manual that delineates the duties and responsibilities of the person.
3. Evaluate the person's qualifications and work experience (or resume', if appropriate).
4. Review the appropriate organizational chart.
5. Discuss the Lower Landing Minimums process with the person.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Is there a clearly identifiable person who has authority to establish and modify the air carrier's policies for the Lower Landing Minimums process?	<input type="checkbox"/> YES If yes, provide the name: <input type="checkbox"/> NO If no, explain:
2. Does the person understand the procedures associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
3. Does the person understand the controls associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Does the person understand the interfaces associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the person understand the process measurements associated with the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. Is the authority of this position clearly documented in the air carrier's Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7. Are the qualification standards for this position clearly documented?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
7a Are the qualification standards for this position appropriate for the duties that are assigned?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the person meet the qualification standards?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
9. Does the person acknowledge that he/she has authority for the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
10. Does the individual know who has the responsibility for the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
11. Are the procedures for delegation of authority clearly documented for the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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1.3.19 Lower Landing Minimums

SECTION 3 – PROCEDURES ATTRIBUTE

Objective: To determine if the air carrier has documented procedures for accomplishing the LLM process.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Lower Landing Minimums process to ensure that they contain who, what, where, when, and how.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI.
3. Discuss the Lower Landing Minimums process with appropriate personnel to gain an understanding of the procedures.
4. Observe the Lower Landing Minimums process to gain an understanding of the procedures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Do written procedures exist to achieve the desired result of the Lower Landing Minimums process:

1.1 Do written procedures require maintenance personnel to use the instructions and information contained in the LLM Maintenance Document?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.2 Do written procedures detail maintenance action to be taken when system failures or abnormalities required flight crew intervention on approach?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.3 Do written procedures require the Air Carrier to use a an LLM curriculum to train persons who perform LLM maintenance?[SRR 121.375]

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.4 Do written procedures require maintenance to notify the flight crew when an aircraft is determined to be non-LLM capable for dispatch?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.5 Do written procedures provide detailed instructions and information for persons performing LLM maintenance?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.6 Do written procedures provide a method for notifying the CHDO immediately following any failure or abnormality as described in AC 120-28C, Paragraph 14?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

1.7 Do written procedures require distinguishing of Category II and III parts from standard aircraft parts?

☐ YES **If no or N/A, explain:**
☐ NO
☐ N/A

2. Do the procedures identify: who, what, where, when and how?

☐ YES **If no, explain:**
☐ NO

3. Are the procedures in compliance with the CFR(s)?

☐ YES **If no, explain:**
☐ NO

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1.3.19 Lower Landing Minimums

SECTION 3 – PROCEDURES ATTRIBUTE

4. Do the procedures conform to other written guidance (E.g., Operations Specifications, FAA Orders, Airworthiness Directives, Advisory Circulars, Handbook Bulletins, Directives, and Manufacturer's Recommendations)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Does the air carrier have the resources to support the written procedures for the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
6. If alternate procedures exist for use during irregular conditions, do they achieve the same desired results as the primary procedures so that an equivalent level of safety is maintained? (E.g., a manual system used as a result of equipment failure).	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO <input type="checkbox"/> N/A, No alternate procedures exist for this element
7. Are the procedures published in different manuals relating to the Lower Landing Minimums process consistent?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
8. Does the air carrier have a documented method for assessing the impacts of procedural changes to the Lower Landing Minimums process?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO

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1.3.19 Lower Landing Minimums

SECTION 4 – CONTROL ATTRIBUTE

Objective: To determine if checks and restraints are designed into the LLM process to ensure a desired result is achieved.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Lower Landing Minimums process.
2. Review the FAA Guidance and Specific Regulatory Requirements (SRR) included in the supplemental information section of this SAI
3. Discuss the Lower Landing Minimums process with appropriate personnel to gain an understanding of the controls.
4. Observe the Lower Landing Minimums process to gain an understanding of the controls.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following checks and restraints built into the Lower Landing Minimums process:

1.1 Does the Air Carrier have and maintain a LLM Maintenance Document that meets or exceeds the standards contained in AC 120-28C and AC 120-29?

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

1.2 Does the Air Carrier have and maintain a method for tracking LLM systems errors?

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

1.3 Does the Air Carrier perform an Autoland System Periodic Check of each LLM aircraft in accordance with the manufacturer's recommendation or at an interval approved by the FAA?

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

1.4 Does the Air Carrier have and maintain a training curriculum for LLM? [SRR 121.375]

☐ YES **If no or N/A, explain:**
☐ No
☐ N/A

2. Do the checks and restraints ensure the desired result is achieved for the Lower Landing Minimums process?

☐ YES **If no, explain:**
☐ No

3. Does the air carrier have a documented method for assessing the impacts of any changes made to checks and restraints in the Lower Landing Minimums process?

☐ YES **If no, explain:**
☐ No

4. Does the air carrier have the resources to support the checks and restraints for the Lower Landing Minimums process?

☐ YES **If no, explain:**
☐ No

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1.3.19 Lower Landing Minimums

SECTION 5 - PROCESS MEASUREMENT ATTRIBUTE

Objective: To determine if the air carrier measures and assesses the LLM process, to identify and correct problems or potential problems.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Lower Landing Minimums process.
2. Discuss the Lower Landing Minimums process with appropriate personnel to gain an understanding of the process measures.
3. Observe the Lower Landing Minimums process to gain an understanding of the process measures.

To meet this objective, the inspector will determine and record answers to the following questions:

1. <Deleted>

2. Does the air carrier's Lower Landing Minimums process include the following process measurements?

2.1 The Air Carrier audits the LLM process to ensure that it complies with the Operations Specifications. [SRR 91.189(g)]

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

2.2 The Air Carrier audits the LLM process to ensure that maintenance personnel are using the LLM Maintenance Document.

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

2.3 The Air Carrier audits the LLM Maintenance Document to ensure that it meets or exceeds the standards included in AC 120-28C and AC 120-29.

☐ YES If no or N/A, explain:
☐ NO
☐ N/A

3. Does the air carrier document their process measurement methods and results?

☐ YES If no, explain:
☐ NO

4. Are the air carrier's process measurement methods effective?

☐ YES If no, explain:
☐ NO

5. Does the air carrier use their process measurement results to improve their programs?

☐ YES If no, explain:
☐ NO

6. Are the process measurement results accessible to the FAA?

☐ YES If no, explain:
☐ NO

7. Does the organization that conducts the process measurement have direct access to the person with responsibility for the Lower Landing Minimums process?

☐ YES If no, explain:
☐ NO

8. Does the air carrier have the resources to support the process measurement for the Lower Landing Minimums process?

☐ YES If no, explain:
☐ NO

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1.3.19 Lower Landing Minimums

SECTION 6 – INTERFACES ATTRIBUTE

Objective: To determine if the air carrier identifies and manages the interactions between the LLM process and the other element processes within the air carrier organization.

To meet this objective, the inspector will accomplish the following tasks:

1. Review the documented instructions and information related to the Lower Landing Minimums process.
2. Discuss the Lower Landing Minimums process with appropriate personnel to gain an understanding of the interfaces.
3. Observe the Lower Landing Minimums process to gain an understanding of the interfaces.

To meet this objective, the inspector will determine and record answers to the following questions:

1. Are the following interfaces identified for the Lower Landing Minimums process:

<i>1.1 Appropriate Operational Equipment (Element 1.1.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.2 Airworthiness Release or Log Book Entry (Element 1.2.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.3 Major Repairs and Alterations (Element 1.2.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.4 Maintenance Log/Recording Requirements (Element 1.2.3)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.5 Maintenance Program (Element 1.3.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.6 Inspection Program (Element 1.3.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.7 MEL/CDL/Deferred Maintenance (Element 1.3.5)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.8 Outsource Organization (Element 1.3.7)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.9 Control of Calibrated Tools and Test Equipment (Element 1.3.8)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A

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1.3.19 Lower Landing Minimums

SECTION 6 – INTERFACES ATTRIBUTE

<i>1.10 Parts/Material Control/SUP (Element 1.3.10)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.11 Continuous Analysis and Surveillance (CAS) (Element 1.3.11)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.12 GMM/Equivalent (Element 1.3.14)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.13 Other Programs Approved by Operations Specifications</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.14 Content Consistency Across Manuals (Element 2.1.2)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.15 Airman Duties/Flight Deck Procedures (Element 3.1.3)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.16 Maintenance Training Program (Element 4.2.1)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.17 RII Training Requirements (Element 4.2.2)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.18 Training of Crewmember (Element 4.2.3)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.19 Training of Dispatcher (Element 4.2.5)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.20 Outsource Crewmember Training (Element 4.2.9)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.21 Director of Maintenance (Element 7.1.1)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:
<i>1.22 Chief Inspector (Element 7.1.2)</i>	<input type="checkbox"/> YES <input type="checkbox"/> No <input type="checkbox"/> N/A	If no or N/A, explain:

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SECTION 6 – INTERFACES ATTRIBUTE

<i>1.23 Director of Safety (Element 7.1.3)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.28 Manual Currency (Element 2.1.1)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.29 Content Consistency Across Manuals (Element 2.1.2)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.30 (Manual) Distribution (Element 2.1.3)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
<i>1.31 (Manual) Availability (Element 2.1.4)</i>	<input type="checkbox"/> YES If no or N/A, explain: <input type="checkbox"/> No <input type="checkbox"/> N/A
2. List any additional interfaces identified:	
3. Are there written procedures for the use of air carrier personnel in the application of these interfaces?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
4. Are there controls to ensure that interfaces occur?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO
5. Are the interfaces between the Lower Landing Minimums process and other processes treated consistently in the Manual(s)?	<input type="checkbox"/> YES If no, explain: <input type="checkbox"/> NO